

ARMY NATIONAL GUARD TECHNICIAN ANNOUNCEMENT NON-BARGAINING UNIT

"CORRECTED COPY"



**HUMAN RESOURCES
OFFICE**
Washington National
Guard
Building 33, Camp Murray
Tacoma, WA 98430-5130

Announcement number
07-108-ARNG

Opening Date
7 June 2007

Position Title, Series & Grade
Accountant (Internal Review
Evaluator),
GS-0510-7/9/11

**APPLICATIONS WILL BE ACCEPTED UNTIL 4:30
ON:**

9 July 2007

PD Number:
70588000

SEE NOTE

Location of Position:

USPFO-IR
Camp Murray, WA

Baseline physical

☐ Is required within 30 days of employment per OSHA
regulation and NGB*

☒ Is not required

*This physical will be used to determine fitness and eligibility
for continued employment

Salary Range:

GS-7: \$37,637 to \$48,928 PA
GS-9: \$46,037 to \$59,847 PA
GS-11: \$55,702 to \$72,414 PA

Website address:

www.washingtonguard.com/HRO.htm

APPOINTMENT FACTORS

Area of Consideration

☒ **Area A – Nationwide Excepted:**

Anyone eligible for immediate enlistment and/or
commissioning in the Washington Army and/or
Air National Guard.

☒ **Area B – In-state Excepted:** All
participating members of the Washington Army
and/or Air National Guard.

☒ **Area C – In-service Excepted:** All
presently employed permanent excepted
technicians, indefinite excepted technicians, and
AGR members with excepted technician
reemployment rights to the Washington Army
National Guard.

☐ **Area D – In-service Competitive:** All
presently employed permanent competitive
technicians of the Washington Army National
Guard.

CURRENT BARGAINING UNIT STATUS

☐ **Bargaining Unit**

☒ **Non-Bargaining Unit**

Appointment Factors:

☒ **Officer** ☒ **Enlisted** ☒ **Warrant Officer**

☐ **NDS (Competitive)**

☒ **Permanent** ☐ **Indefinite***

*This is an obligated position (current occupant is on a Military Tour). If an individual employed in the
excepted civil service accepts this position, he/she will receive an indefinite appointment. If a
Reduction-In-Force occurs and/or the military tour member reclaims this position, the indefinite
appointee will have no reemployment rights to his/her former position or any other position. If the
military tour member, having reemployment rights to this position, does not exercise his/her rights
within 5 years, and funding level and employee manning levels permit, incumbent may be converted to
permanent technician status without further competition.

Military Assignment & Grade Requirements	
MOS: Officer – 44A, 45A, 92A, 92B W/Officer – 420A, 920A, 920B Enlisted – CMF 42, 92A, 92Y, 92Z AFSC: Officer - 65XX Enlisted – 6FXX Applicants need not be assigned to the position or possess the MOS to apply or be considered for selection. Selected applicant must be assigned to a compatible Military position and attain MOS within 1 year of appointment action.	Military Grade Available: E9 and below CW5 and below MAJ and below Please note: Grade Inversion <u>will not be permitted</u> TPR 300 (302.7, change 8 para c)
Permanent Change of Station	
<input checked="" type="checkbox"/> PCS expenses are not authorized <input type="checkbox"/> PCS expenses are authorized <input type="checkbox"/> PCS expenses may not be authorized, however a waiver may be considered if determination is made that payment of PCS expenses would be in the best interest of the Washington National Guard.	
Minimum Requirements for Consideration	
General Experience: 1. A <u>degree</u> in accounting or in a related field such as business administration, finance, or public administration that includes 24 semester hours in accounting; or 2. <u>Combination of education and experience</u> – at least 4 years of experience in accounting, or an equivalent combination of related accounting experience, college-level education, and training that provided professional accounting knowledge. Applicant’s background must also include at least one of the following: a. 24 semester hours in accounting or auditing courses of appropriate type and quality, to include up to 6 hours of business law; b. A certificate as a Certified Public Account or a Certified Internal Auditor obtained through written examination; c. Completion of the requirements for a degree with major study in accounting, auditing or a related field which includes substantial course work in accounting or auditing. *Applicant must successfully demonstrate the ability to perform work at the GS-11 or higher grade level in accounting, auditing or a related field.	
Specialized Experience: Must have 36 months of specialized experience which demonstrates possession of knowledge, skills, and abilities (KSAs) and personal characteristics that are necessary to the successful performance in this position.	
Other Requirements: All Soldiers, civilian employees and contractor employees who drive Army-owned or leased vehicles must complete the Army Avoidance Course (AAC) training when they start working for the Army.	
The following Selective Placement Factors (SPFs) will be considered in the evaluation process	
Element I – Knowledge of federal accounting and/or property management concepts, practices, techniques.	
Element II – Ability to independently gather, organize, evaluate and analyze complex data and make recommendations to improve effectiveness and efficiency of programs.	
Element III – Knowledge and ability to utilize professional accounting, property management and audit skills to facilitate oversight for implementing appropriate laws, directives and regulations.	
Element IV – Ability to communicate effectively detailed procedures, verbally and in writing.	
Element V – Knowledge and ability to review automated accounting, financial and property management systems and identify potential control weaknesses in order to enhance system capability to track and report financial events and operational data used by local management .	

Employment Conditions

1. Technicians are paid through direct deposit/electronic funds transfer.
2. Males born after December 31, 1959, must be registered with the Selective Service Systems to be employed by the Federal Government.
3. Military Technicians are ineligible for enlistment, retention, and student loan repayment bonuses. Acceptance of a Technician position will terminate these incentives.
4. Military Technicians in the excepted service will wear the appropriate uniform while performing as a Technician.
5. Veteran's preference does not apply to National Guard Technician positions in accordance with Title 32 USC 709 (f)

Only the work Experience and Qualifications/Education you show on the OF612, Resume or SF 171 and SPFs can be used to evaluate your qualifications for this position. Carefully read and comply with instructions contained on the required forms.

SUMMARY OF DUTIES
<p>This position is located in the Internal Review Section of the United States Property and Fiscal Office (USPFO). Provides financial accounting advice, analysis and assistance to the Financial Manager, USPFO, and all organizational elements of the respective state NG regarding the development of accounting policies, systems, and operating procedures. Performs quick response reviews, consulting and advisory services, risk management liaison with external audit organization, audit compliance and follow-up, and a variety of staff and systems accounting duties to analyze accounting records and to enhance the financial reports and operational data used by local management. Distributes and monitors the workload of lower-graded evaluators and provides advice and assistance to them. Performs other duties as assigned.</p>

HOW TO APPLY

1. Individuals who meet both the General and Specialized experience requirements may apply by submitting the following forms:

- MIL Form 175 "Application for Technician Vacancy"
- One of the following: (a) OF 612 "Application for Federal Employment" (b) Personal Resume, with original signature or (c) SF 171 "Personal Qualification Statement". Whatever form is used, please only list experience related to the position you are applying for. IT IS CRITICAL THAT YOU LIST DATES (MM/YY) OF YOUR EXPERIENCE.
- MIL Form 174 "Chronological Listing of Military Service"
- OF 306 "Declaration for Federal Employment"
- SF 181 "Race and National Origin Identification" (this form is voluntary)
- Response to Selective Placement Factors (SPFs). Response to the SPFs is critical to the evaluative process.
- Crediting National Guard Experience: National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND DUTIES MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. The level of experience will be determined by the actual duties and responsibilities performed.

(Please note: Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data is provided, accurate, and complete. Only the experience and qualifications you show on the OF 612, Resume, or SF 171 can be used to evaluate your qualifications for this position).

**To obtain forms online go to: www.washingtonguard.com/HRO.htm

NOTE: Each applicant is responsible for insuring their applications arrive at the Human Resources Office at Camp Murray No Later Than 4:30pm on the closing date, unless submitting forms to the Remote Designee at 141 ARW which will be No Later Than 3:30pm.

Submit forms to: HRO Attn: Staffing Section
Building 33, Camp Murray
Tacoma, WA 98430-5130

2. **INCOMPLETE APPLICATIONS or those received after the closing date WILL NOT BE CONSIDERED AND WILL BE RETURNED.**
3. College Transcripts MUST be submitted for professional positions or when substituting education for experience.
4. Applications will not be returned. Please make a copy of your application prior to submitting it to HRO.
5. EQUAL OPPORTUNITY: This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration, selection, and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan, WAARNG Regulation 690-4/WAANG Instruction 36-1010.

For additional information: HRO STAFFING SECTION
Phone (253) 512-8363
DSN 323-8363